



## **Neighborhood and Community Engagement Commission Tuesday, April 24, 2012 DRAFT Meeting Notes**

Minneapolis Central Library

**NCEC member attendees:** Doron Clark, John Finlayson, Matt Perry, Jeff Strand, Kenneth Brown, Carol Pass, Ed Newman, Maria Sarabia and Tessa Wetjen, Tony Anastasia, Christopher Hoffer, Latrell Beamon and Marcea Mariani.

**NCEC members absent:** Mark Hinds, Ali Warsame and Crystal Johnson.

**Commission staff:** David Rubedor, Howard Blin Ahmed Muhumud and Cheyenne Erickson.

**Guests:** Lara Tiede, Minneapolis Department of Health and Family Services.

### **Agenda Item**

### **Content**

#### **1. Introduction, Action(s):**

##### **& agenda**

(Action)

- Consensus to approve April agenda.
- Consensus to approve March 27, 2012 meeting notes with the following changes:
  - Delete Action(s) section on page 2, agenda item #5.
  - Add word "proposed" on page 2 agenda item #6 in the 3<sup>rd</sup> paragraph of the Option 4 bullet.
  - Clarify the answer to the question asked regarding the process for bringing forth a resolution. In addition, please link the document that was referenced in the notes.
- Questions were also asked regarding the discussion that was held at the March 27<sup>th</sup> meeting regarding the Neighborhood Election Process. A Commissioner had a question about the bullet that explains caucusing and was concerned that the elections weren't open meetings. It was explained that they are open meetings and anyone is free to attend the meetings and watch the caucusing. It was also requested that the bullet in the Neighborhood Election Process document regarding alternates be deleted. It is not relevant to the process, but rather a request that was made.
- A Commissioner also expressed concern that way the notes were written made it seem that the entire commission was in agreement with individual commissioner's comments.

#### **2. NCR Report**

(Informational)

##### **Summary:**

- Tonight, there is a North First Meeting in North Minneapolis at the Theodore Wirth Chalet. It's a social event sponsored by the Northside Neighborhoods Council.
- Access and Outreach Spanish Position resigned at the end of March and took a job with Hennepin County. The department is working to fill the position.
- The application deadlines have been extended for the appointments to Friday, May 18<sup>th</sup> for the NCEC, Minneapolis Advisory Committee on People with Disabilities (MACOPD) and the Senior Citizen Advisory Committee (SCAC).
- Ahmed Muhumud gave an overview of the department's efforts on the Senior Initiative and explained that the department is developing a new position that will provide a much boarder and more strategic approach. Currently there is work being initiated by Catholic Eldercare and a number of agencies in Northeast Minneapolis, this has served as a spring board for other efforts. The department is also looking for a greater role for the NCEC and

Neighborhood Organizations to be involved.

**Commissioner Comments:**

- There are a large number of seniors in the Phillips neighborhood and the crime and livability issues in the neighborhood greatly impact their sense of safety.
- The NCEC can be treated as stakeholders in the process. NCR should come to us for advice and would we would love to be involved during the planning process.
- Hopes that the wheel won't be re-created, there are a lot of service agencies doing good work already.
- Is there an advisory group that will be set up?
  - Yes, currently the Senior Citizens Advisory Council has a subcommittee set up but in addition there will be a Strategic Committee that will be created and it will include members from the Senior Citizens Advisory Committee.
- The Seward Neighborhood has a Healthy Seniors Operation; it would be good to reach out to them.
- Some programs have had to end due to lack of funding. Let's not re-create the wheel, research what programs currently exist.
- Organizations don't have money to do this because this body has decided to only fund neighborhood organizations. Neighborhoods are necessary, but may not be efficient to provide all services.

**3. NRP Policy Board Report**  
(Informational)

**Summary:**

- The April 17<sup>th</sup> Policy Board meeting was rescheduled to Wednesday, April 25<sup>th</sup> due to lack of quorum. The Board will hear the Windom Park Phase II plan.

**Commissioner Comments:**

- A commissioner stated that they attended and spoke at the last meeting regarding the Newsletter Policy, but is not clear what the review is comprised of and when it will start and end.
  - The review process has already begun and will conclude in June. The proposed action is to rescind the Newsletter Policy. Staff is reaching out to neighborhood groups and local newspapers, but anyone is free to comment on the policy.

**4. Healthy Living Program**  
(Informational)

**Summary:** Lara Tiede from the Minneapolis Department of Health and Family Support attended the City Department Engagement Task Force and the task force thought her work was something that should be shared with the entire commission. Lara gave an overview of the goals and strategies of the Department of Health and Family Support. Lara then explained the work and Community Engagement she does through the Healthy Living Initiative. ([Click here to retrieve the PowerPoint Presentation](#)).

**Commissioner Comments:**

- Can you explain how the VOICE Project fosters partnership?
  - Staff works with community leaders to guide the department to engage with underrepresented communities. The department contracts with their skill and knowledge base and that creates more exchange and connection with the community. It also empowers them with a sense of ownership of the process.
- Do you circle back and tell people how they may have affected

policies?

- Yes, we do go back and share with the community and it creates a good exchange and more awareness throughout the community.
- How does the Health and Family Support Department work with neighborhood organizations to leverage projects?
  - The department works with neighborhoods in direct ways through contracts and also through community gardens on MPHA properties with Gardening Matters.
- How do you work with newer refugees on things such as translations, etc.?
  - The department identifies community leaders that are multilingual and also use translators when necessary.
- If you Google community engagement, across the globe health departments are listed for their best practices in community engagement.

**5. Organizational Development Process**  
(Informational)

**Summary:** A consultant is working with the commission and the department to look at the operations and effectiveness of the NCEC. There are three goals that this process will achieve: intentional culture change, a collective vision and process improvement. In addition there are three phases to the process: Organization assessment, Working Plan and Intentional Relationship Building and Structural Changes. There will be a report back at the May Committee of the Whole meeting.

**6. Revision to Scope of Committee of the Whole**  
(Action)

**Summary:** At the March Committee of the Whole meeting there was consensus to broaden the charge to the Committee of the Whole to include discussion of all the duties of the Commission. An amendment to the Committee of the Whole charge was included in the meeting packet.

**Commissioner Comments:**

- The Committee of the Whole was created because there was so much to do in 10 months in the creation of the CPP program that the work couldn't be done in the regular two hour meetings. Now there is no new program that is being developed and the CoW should discharge.
- The organizational development process might produce a new way of working for the commission.
- Not eager to discharge the committee, there are projects coming up, such as the Blueprint for Engagement. For the last few months there has been talk about creating a CoW that allows for flexibility.
- We have not yet determined how we are going to take community input; the CoW might be a way of doing this.
- It takes a lot of time for the commission to develop a charge and create a task force; this will allow the commission to meet quickly when needed.
- If needed extra work to be done, a task force can be created.
- The BLTF charge took two months to create; this is a vehicle to allow for flexibility.

**Action(s):**

- The commission voted 6-5 to not discharge the Committee of the Whole. Commissioners in favor of the vote: Newman, Wetjen, Mariani, Pass, Clark and Strand. Commissioners not in favor of the vote: Beamon, Anastasia, Perry, Sarabia and Brown.

**7. Task Force Reports**  
(Informational)

**Summary:**

**By-laws Task Force:** Looking to schedule a meeting, ideas and suggestions for the bylaws might come out of the work with the consultant.

**City Department Engagement Task Force:** The next meeting will be held Monday, May 14<sup>th</sup> at the NCR Offices.

**Discharge of the Communications Task Force:** Staff noted that the department has implemented suggestions that were given by the Task Force.

**Action(s):**

- The commission reached consensus to discharge the Communications Task Force.

**Commissioner Open Forum**  
(Informational)

**Summary:**

- A commissioner suggested that the commission establish a task force to find money and create a program that funds community organizations. The task force will be dedicated to work with the department to establish funding in line with the purpose of the NCEC to address community programs.

**Action(s):**

- The commission reached consensus to create a task force dedicated to work with the department to establish funding in line with the purpose of the NCEC to address community programs.

**Adjourn**